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Approved For Release 2001/09/03 : CIA-RDP78-05941A000400040031-5

22 MAY 1972

MEMORANDUM FOR: Deputy Director for Support

**SUBJECT : Office of Personnel Report - Week Ending
19 May 1972**

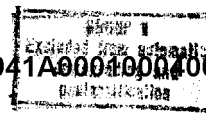
1. Confirmation of Election of Annuity Without Survivor Benefit:

The Civil Service Commission has levied a new requirement in connection with retirement applications forwarded to the Civil Service Commission by the various agencies and departments. In the past, the Commission has been contacting married applicants who elect a single life annuity (in lieu of reduced annuity with survivor benefit to widow or widower) and offering them the opportunity to confirm or change the election of type of annuity before payment is initiated. The Commission now requires that in all cases where a married employee elects an "annuity without survivor benefit" that his or her employing agency attach to the application a statement phrased along the following lines:

"I have been informed of my right to elect a reduced annuity for myself with a survivor benefit payable to my spouse after death. I have had the rates of annuity that I would receive with and without a survivor benefit explained to me. I still elect to receive an annuity payable only during my lifetime with no survivor annuity payable after my death."

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With such a statement in the record, the Commission will allow the claim without requiring further information from the applicant.

The Retirement Operations Branch has prepared a preprinted statement (as quoted above) and is ready to effect the new procedure immediately. In all appropriate cases the statement will be signed and attached to the retirement application. A copy will be retained in the Agency. A similar statement has been in use under the CIARDS program for approximately the past year. *

2. Voluntary Investment Plan: Statements for the quarter ending 31 March 1972 have been distributed to participants in the VIP.

3. Position Management:

25X1A a. Meetings were held with the Chief, FE Support Staff to discuss support positions at [REDACTED] Station and with Chief, FE/ [REDACTED] on the reorganization of [REDACTED] field survey. 25X1A A meeting was also held with the Deputy Director of Finance to discuss grade recommendations for finance positions resulting from the FE field survey. Agreement was reached on all positions.

25X1A b. Discussions were completed with Office of Communications officials on position grades and realignment of several [REDACTED] Headquarters -

25X1A [REDACTED] Agreement was

reached on changes and the Staffing Complement will be adjusted.

* On IG's copy: We have used same statement for our Civil Service Ret. We also 25X1A d employees that without annuity spouse cannot continue hospitalization. Approved For Release 2001/09/03 : CIA-RDP78-05941A000400040031-5 Mr. Wattles notified also.

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c. A meeting was attended at the Defense Communications Agency to secure information on that agency's system of coding geographic locations for use in development of a CIA location code system.

d. Further discussions were held with the Executive Officer of the Office of Computer Services and the Deputy Chief of the Automated Information Division, NPIC on the recommended qualifications, training, and career development plans for computer operators and systems programmers. As a result, a new career development plan and training proposals are being developed, and changes have been made in the Occupational Code Handbook for a major portion of the ADP position categories.

4. Reserve Meetings: On 15 May the last scheduled meeting of the JMRTC was held. Regular meetings are scheduled to resume in September of this year.

/s/Harry B. Fisher

Harry B. Fisher
Director of Personnel

Distribution:

0 & 2 - Addressee

1 - IG

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OD/Pers, [REDACTED] dpm (22 May 72)

25X1A

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